



## SECTION II

### BRIDGE SOFT MATCH CREDIT PROGRAM

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#### OVERVIEW

Federal regulations originating in Section 123(e) of the 1987 Surface Transportation and Uniform Relocation Assistance Act (STURAA) provides that agencies (state, county, or city) may receive soft match credit for the cost of a locally funded bridge replacement or rehabilitation which would count toward the local match on federally funded bridge replacement projects. It is not the intent of the program to give credit for all bridge work that is done by the local agency, but only for the eligible replacement and rehabilitation work which is performed according to the appropriate guidelines.

#### GENERAL

The bridge being replaced or rehabilitated for which the agency desires credit must meet the contractual requirements of the local agency and the technical requirements for the HBRRP funding program as defined in [Sections VIII](#) and [IX](#) of this Manual.

**One of the purposes of the Bridge Soft Match Credit Program is to provide an alternate process for Local Agencies to remove deficient bridges from the Bridge Inventory. Although the technical requirements applicable to the HBRRP apply, the Soft Match Credit Program allows for a much shorter project review time period - with only final design submittals required. In addition, a number of requirements that would apply to projects receiving HBRRP funding are waived in the Soft Match Credit Program. (These exceptions are highlighted in bold print in this Section.)**

**Because of the one-time submittal review process for Soft Match Credit projects, both Preliminary and Final design-phase issues (that would have been reviewed by MoDOT through separate submittals for HBRRP-funded projects) are therefore to be addressed in the submittals. These design items are identified in [Sections VIII](#) and [IX](#) of this Manual. In addition, checklists of these items are provided in [Figures VIII-7](#) and [IX-3](#) for the consultant's convenience and use prior to submittal to MoDOT for review. The information requested in these checklists will be used as the basis of the MoDOT review of the submittals.**

**The Federal contract requirements and clearances by federal agencies may be waived, but all State and local contract requirements and clearances shall still be met.** Projects may be constructed by qualified local agency forces, competitive bid, or negotiated bid. (See [Section IX](#) for information regarding work by local forces.)

The design drawings shall be prepared under the direction of a registered professional engineer and signed and sealed. The construction inspection shall be directed by a registered professional engineer.



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#### PROJECT SELECTION

The bridge must be on MoDOT's eligible list for funding. The bridge must be on the FHWA inventory list for off federal aid routes. These functional classifications include rural local, rural minor collector, and urban local.

Projects involving removal of an eligible bridge that is replaced with something other than a new bridge are eligible. (For example, replacing a bridge over an abandoned railroad with roadway fill.)

Bridges are not eligible for credit if they were replaced or had major rehabilitation within 10 years of the planned new construction date. This restriction applies even if the local agency funds the previous construction.

#### ELIGIBLE COSTS FOR SOFT MATCH CREDIT

An agency may receive credit for no more than 80% of the eligible costs. The items that are eligible for receiving credit include preliminary engineering services, surveys, environmental and cultural documentation, subsurface investigations, right-of-way services, bridge construction, minimal road construction, construction engineering for inspection, and those portions of utility relocation costs for which the county is obligated.

The following federal funds from other federal agencies may be used on credit projects but only up to a maximum of 20% of the eligible costs.

1. Community Development Block Grant Funds if authorized by the Department of Housing
2. Local Public Works Funds authorized by the Economic Development Administration.

Any federal funds above this 20% will reduce the costs eligible for credit.

Only a minimal amount of approach work may be counted. Eligible limits may include reasonable approach roadway necessary to connect to the existing road and to return the new grade to normal ground. This corresponds to eligible limits of HBRRP projects authorized to date.

#### FINAL DESIGN

Projects for which credit is desired shall be designed in accordance with the technical requirements of [Sections VIII](#) and [IX](#) of this Manual. (Also see the Submittal Checklists - [Figures VIII-7](#) and [IX-3](#)).



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Geotechnical investigations are required. **However, for projects to be built with local forces or where the pile driving is subcontracted by the local forces and adequate subsurface investigations are not able to be obtained, a variance may be requested for review.** The variance shall include the following information to determine the bearing capacity for the piles.

1. Historical information which indicates that point bearing pile can be driven to refusal at a reasonable depth.
2. The pile driving procedure as per AASHTO Section 4 Division II will be followed and inspected by the engineer.
3. The pile bearing capacity shall be 1.9 times the design bearing load.

For all other types of foundations, subsurface investigations shall be required.

MoDOT's Standard Specifications for construction are required for materials and construction procedures only. Job special provisions may be necessary depending on unique site information.

An itemized engineer's cost estimate is required. This estimate will be based either on the local forces constructing the project or on a contractor constructing the project.

#### PS&E SUBMITTAL

In order to determine the eligibility of a project for which an agency desires credit, the project drawings, specifications and cost estimate shall be submitted for the purpose of assessing design standards prior to the start of construction to determine that the proposed improvements meet the requirements for credit. **As stated above, the bridge being replaced or rehabilitated for which the agency desires credit must meet the technical requirements for the HBRRP funding program. Therefore, except as specifically noted in this Section, all submittal requirements applicable to Preliminary and Final Design and identified in Sections VIII and IX of this Manual also apply to projects for which Soft-Match Credit is requested.**

The pre-construction PS&E submittal for Soft-Match Credit projects shall include the following:

1. A request for credit consideration from the local agency.
2. Engineered plans sealed by a professional engineer and approved by the Local Agency. **Final design drawings shall contain the same information as described in Sections VIII and IX of this Manual and further specified in the Preliminary Design - Bridge Submittals Checklist (Figure VIII-7) and Final Design - Bridge Submittals Checklist (Figure IX-3).**



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3. Project Summary Report (including hydraulic report and analysis information for stream crossing projects). See [Section VIII](#) and Submittals Checklist ([Figure VIII-7](#)) for specific requirements.
  4. Itemized project cost estimate. (Indicate if estimate is based on construction by local forces or by contractor).
  5. As noted above, the Missouri Standard Specifications are to be used for materials and construction. However, any job special provisions to be used shall be included with the PS&E submittal.
  6. A certification by the owner stating the project is not controversial.
  7. A certification by the owner that all of the required clearances have been obtained. (This requirement may be delayed, at the choice of the Local Agency, until the conclusion of the project when the Local Agency requests credit reimbursement.)
  8. Request for design variances (when appropriate) indicating justifications by the engineer and approval of the Local Agency.
  9. Structural Inventory and Appraisal (SIA) report completed for bridge improvement with load rating calculations and Load Rating Summary Sheet. See [Section IX](#), "Final Design" for specific requirements.
  10. Cost justification for replacement option if the existing structure is currently eligible for rehabilitation only.

### CONSTRUCTION LETTING

**The Federal Aid contract requirements of [Section X](#) are not required.** When the local agency elects to build the project by contractor, then the State and Local requirements for competitive bidding shall be used.

### CONSTRUCTION

**The Federal requirements for construction in [Section XI](#) may be waived.** The construction inspection, testing and sampling shall be done under the direction of registered engineer.



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#### REQUEST FOR CREDIT SUBMITTAL

Formal acceptance of the project for credit will be requested after the project has been completed, documentation of final construction cost submitted, and the bridge has been added to the bridge inventory.

The credit submittal should include the following:

1. As built plans sealed by registered engineer.
2. Beginning and completion dates for construction.
3. A certification by the local agency stating they certify the project being considered has been constructed in accordance with the standards applicable to the HBRRP except as set out. The technical documents for bearing capacity should be provided with the certification.
4. Documentation of eligible final costs, and certification by the local agency that the costs claimed are the actual costs incurred. If quantities documented for costs don't match the list of quantities submitted in the pre-construction submittal, the county should submit justification for a change in the planned quantities.
5. A minimum of two photographs showing bridge along roadway and stream opening. Additional photographs showing the bridge construction are also recommended but not required.
6. A professional engineer will be required to provide the following additional final certifications with request for credit reimbursement after construction.
  - a. A certification by the engineer stating that, "The results of the tests or acceptance samples indicate that material incorporated in the construction were in reasonably close conformity with the approved plans." Any deviations from the plans must be explained along with the reason for acceptance.
  - b. A certification by the engineer stating, "All field tests were performed in conformity with standard engineering practice and the results were in reasonably close conformity with the plans." Explain any deviations and why the work was accepted.
  - c. A certification by the engineer stating, "The piles were driven to practical refusal as per the MoDOT specifications." The pile driving logs are included. Explain any deviations and why the work was accepted.



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7. After construction has been completed, a MoDOT representative will make a final inspection. MoDOT indication that the bridge was constructed in accordance with the final plans should also be included with the submittal.

#### USE OF SOFT MATCH CREDIT

The eligible costs may apply as credit toward the 20% local match required on federal-aid bridge projects. This credit provision does not increase an agency's allocation of HBRRP funds, but will permit usage of funds already allocated to an agency at a rate up to 100%.

Any BRO project submitted for programming by a local agency will be set up using soft match credit, if available. As a result, the local agency's preliminary engineering costs will be eligible for more than 80% federal reimbursement. As the project moves to construction authorization, credit will continue to be applied, as long as it is available.

If a local agency does not want to use their soft match credit on a project, they will need to submit a letter to the MoDOT District Office indicating this.

Soft match credit can be applied to the construction phase of a bridge project at the time of construction authorization, even if soft match credit was not used for the design phase.

The federal reimbursable share of design costs can not be increased by applying additional soft match credit after the preliminary engineering authorization date.

The federal reimbursable share of construction costs can not be increased by applying additional soft match credit after the construction authorization date.

A local agency may elect to transfer its soft match credit earned under the Off-System Bridge Credit Program to another local agency. The following guidelines should be followed to transfer credit:

1. A request must be submitted to the MoDOT District Office on the local agency's letterhead, stating the receiving agency and the dollar amount. The request must be signed by all the county commissioners or city officials.
2. The request must be approved prior to using the soft match credit on a bridge project.

A local agency may elect to transfer its soft match credit earned under the Off-System Bridge Credit Program to another local agency for BRO funds. The following guidelines should be followed to transfer credit for funds:

1. Both counties must submit requests to the MoDOT District Office on their local agency's letterhead, stating the amount of BRO funds and credit to be transferred by each county. The requests must be signed by all the county commissioners or city officials.



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2. The request must be approved prior to using the soft match credit and BRO funds on a bridge project.
3. No transfer can result in a negative balance of BRO funds.